



San Francisco and Marin Intergroup Meeting - Agenda

Wednesday, August 2, 2023, 7-8:30 PM

San Francisco and Marin Intergroup serves more than 900 A.A. groups in our common purpose of carrying the A.A. message of recovery to alcoholics. We provide important services for local 12th Step work, such as running Central Office, selling A.A. literature, publishing a local meeting directory and website and operating a 24-hour telephone hotline. In addition, Intergroup connects the local Fellowship to service opportunities, informs the public and professional community about A.A. and acts as an information exchange for announcements and events.

Announcements:

- Ask for 2 IGRs to share about their meeting
- Recording Secretary position available

7:00 Getting Started

1. Open with the Serenity Prayer
2. Call to order. Statement of Purpose
3. Roll Call
4. New IGRs, Visitors, AA Anniversaries
5. Approval of agenda (*housekeeping item*)
6. Approval of last month's Intergroup Meeting minutes (*housekeeping item*)
 - a. Correction to the July Intergroup meeting

7:15 Officer Reports

1. Board Chair
2. Treasurer
 - a. Standard financials
3. Executive Director

7:30 Intergroup Committee Reports (up to 2 minutes/report)

7:40 Service Committee Liaison Reports (up to 2 minutes/report)

7:45 Intergroup Committee Round Robin Break-out Session:

Outreach, Fellowship, and Communications

8:15 Old Business

n/a

8:15 New Business

n/a

8:15 Share about your Home Group (up to 3 minutes)

8:20 What's On Your Mind

8:30 Targeted Message

1. The **Marin Pop Up Bookstore** is celebrating one year of bringing literature to Marin via the pop up. Please continue to spread the word and support the pop-up. Literature and chips can be [pre-ordered](#) (and select literature will be available for sale) - at the monthly Marin General Service meeting @Vivalon (930 Tamalpais, San Rafael) on Monday 8/21 from 6:45-9:15pm.
2. Need a service commitment? Anyone may join an **Intergroup Service Committee**, you do not need to be an IGR to get involved! Check out the aasfmarin.org/committees for the complete list of Intergroup Committees, including what they do, when they meet, and service opportunities.
3. Become a [Grateful Giver](#) and support San Francisco and Marin Intergroup's efforts to carry the A.A. message of hope and recovery to the still suffering alcoholic in Marin and San Francisco. And thank you to our current Grateful Givers!

Adjourn with the Responsibility Statement

Intergroup Information

1. **Next Intergroup Meeting** is Wednesday, September 6, 2023.
2. **Intergroup Newcomers:** If you are here for the first time tonight, we welcome you and we appreciate your presence and your participation.
3. **Intergroup Voting:** Only elected Intergroup Representatives (IGR) or Alternate Intergroup Representatives (AIGR) vote. An elected Intergroup Representative may vote after: a) having attended the Intergroup orientation and b) having attended a previous Intergroup meeting as an elected representative. An elected Alternate Intergroup Representative may vote at the first meeting attended. Time of term and method of selection of both IGR and AIGR is determined by individual Member Groups.
4. **Registration Sheet:** If you are an elected Intergroup Rep (IGR), please be sure to fill out the registration sheet. If you are visiting, please do not fill out the registration sheet!
5. **Meeting Absences:** Any Member Group who has not sent a representative for three (3) consecutive meetings will be considered "inactive" for purposes of voting and determining a quorum.
6. **Procedures for Intergroup Agenda** (i.e. how to get things going)
 - a. Intergroup Committee Chairs and Intergroup Reps may suggest that an item or topic be placed on the monthly Intergroup agenda by contacting the Executive Director or the Board Chairperson by email at least two (2) weeks prior to the monthly Intergroup meeting.
 - b. A proposed agenda item should be able to be stated as a single simple declarative proposition (e.g. "Intergroup Reps should be required to wear tennis shoes to Intergroup meetings").
 - c. The first time that a proposed item or topic is placed on the Intergroup agenda it shall be placed on the "New Business" calendar as a discussion only item (i.e. as opposed to a "voting item")
 - d. Thereafter, an item or topic which is placed on the agenda for a second time shall be placed on the "Old Business" calendar as either a discussion only item, or, if the issue is deemed ripe for a vote, as a voting item.
 - e. (The exception to this limitation (i.e. that an item not be on the agenda as a voting item until after it has at least once been on the agenda as a discussion only item) is where the item is determined by the Board Chairperson to be an "Urgent Matter")

- f. Discussion of an agenda item shall not be unlimited, and shall be monitored by the Board Chairperson as to the allotted time to be afforded to any single individual to express an opinion or provide information on the item.
- g. When the matter is on the agenda as a "voting item" the item will pass on a simple majority (i.e. 50% +1) if it is a minor matter (including, where applicable, the expenditure of only a nominal amount of money); but, that all other matters shall be passed only by substantial unanimity - a 2/3 majority, especially where policy or precedent are being established, or an appreciable amount of money is to be spent, or, where the issue has been the subject of considerable controversy (i.e. lots of "loving discussion").
- h. In 2018 we adopted use of a Consensus Model for decision making. This model is a way of reaching agreement between all members of a group. Instead of simply voting for an item and having the majority of the group getting their way, a consensus group is committed to finding solutions that everyone actively supports - or at least can live with. This makes sure that all opinions, ideas and concerns are taken into account. By listening closely to each other, we aim to come up with proposals that work for everyone, by weaving together everyone's best ideas and most important concerns - a process that often results in surprising and creative solutions, inspiring both the individual and the group as a whole.



San Francisco and Marin Intergroup

San Francisco and Marin Intergroup Meeting - Proposed Minutes

Wednesday, July 12, 2023, 7-8:30 PM

San Francisco and Marin Intergroup serves more than 900 A.A. groups in our common purpose of carrying the A.A. message of recovery to alcoholics. We provide important services for local 12th Step work, such as running Central Office, selling A.A. literature, publishing a local meeting directory and website and operating a 24-hour telephone hotline. In addition, Intergroup connects the local Fellowship to service opportunities, informs the public and professional community about A.A. and acts as an information exchange for announcements and events.

Getting Started

1. Open with the Serenity Prayer
2. Call to order. Statement of Purpose
3. Code of Conduct
4. Roll Call
 - 35 groups represented: 25 from San Francisco, 10 from Marin

Marin Groups	Sisters In Sobriety	Bernal New Day - In Person	Extravagant Promises Step	Surf
Barnyard Group	Terra Linda	Bernal New Day - Virtual	Friendly Circle	T 4 Tea
Fairfax Attitude Adjustment Online	Tuesday Chip	BIPOC-Together We Prosper	Hilldwellers	Thursday Night Women's Meeting
Friday Night Book		Came to Believe	Living Sober with Infertility	Too Early
Mill Valley Group 7AM	San Francisco Groups	Cow Hollow Men's Meeting	Pax West Men's Daily Reflect Online	Wake Up on Third Street
Monday Night Stag Tiburon	A Way Out	Cow Hollow Young People	Serenity Seekers	West Portal
Not a Glum Lot	Any Lengths	Design for Living	Sesame Step	
Quitting Time	Be Still	Each Day a New Beginning - Virtual	Sometimes Slowly	

5. New IGRs, Visitors, AA Anniversaries
 - New IGRs: Chip G, Surf Group (SF); Priya S, Sometimes Slowly (SF); Douglas D, Cow Hollow Mens Meeting (SF); Ian M, West Portal (SF); Scott C, Bernal New Day-Virtual (SF); Philip S, BIPOC - Together We Prosper (SF); Mark M, Design for Living (SF); Rick A, IGR/GSR Paxcs West Men's Daily Reflections Group (SF)
 - AA Anniversaries: Caitlin, 5 years; Marty, 31 years
6. Approval of agenda (*housekeeping item*)
 - Approved.
7. Approval of last month's Intergroup Meeting minutes (*housekeeping item*)
 - Approved.

Officer Reports

1. Board Chair - Elena
 - a. New Board Chair for 2023-2024
 - b. Welcome to new board members: Caitlin, Denis, Phil and Alison
 - c. Open position: Recording Secretary
2. Treasurer - Jim (Outgoing Treasurer)
 - a. Standard financials report:
 - Revenues: \$160,000, +2% budget, +12% prior year (strong with bequests and Grateful Givers individual contributions. Bookstores lagging but Group contributions are on target)
 - Expenses: \$152,000, -7% budget (good fiduciary responsibility), +3% prior year
 - Surplus: \$8,000, +\$15,000 budget, +\$13,000 prior (Ran a -\$10,000 loss in May, and expect deficits through August given treasurer commitment)

- turnovers)
 - Unrestricted cash: \$79,000 (2.9 months of expenses, down from 3.1 months)
 - Still in excellent cash position for 2023
- b. Grateful Givers
 - 370 Givers (+1 new), contributed \$4,743 (up +\$38)
 - Average contribution is \$12.78
- 3. Executive Director - Christina
 - a. Founders' Day Gratitude
 - Two amazing Founders' Day events (Mill Valley and Golden Gate Park). Both were well attended. Had a great service panel at Marin Founders' Day.
 - Intergroup will be holding another workshop at ICCYPA in September.
 - b. Available Service opportunities:
 - SF and Marin Archives Chair
 - SF Public Relations Chair
 - Sunshine Club Co-Chair (from Marin)!!
 - Co-Webmaster
 - Fellowship Chair
 - Outreach Chair
 - Recently filled service opportunities
 - *The Point* Editor and Associate Editor
 - *The Buzz* Associate Editor
 - Additional Service Opportunities
 - Central Office Volunteers (1 year sobriety requirement)
 - Tech Volunteers with Airtable experience
 - Contact tech@aasfmarin.org for details
 - c. Central Office Updates
 - Prices continue to remain the same for AAWS literature, however prices will increase in the next couple of months
 - CPA finalized 2022 annual information returns and will be submitted before the end of the month

Intergroup Committee Reports

1. Communications - Isae
 - Supports Intergroup via *The Buzz*, a weekly news and events newsletter, and *The Point*, a monthly recovery journal. The Communications Committee is merging with *The Buzz* and *The Point* Committees on a trial period. This will help all publications be better aligned and share resources.
 - Meets the second Monday of the month at 5:30pm online. Email communications@aasfmarin.org for zoom link and more info.
 - Ran a Grateful Giver logo design contest and received three entries. Intergroup will be voting on those soon.
2. Outreach Committee - Alison
 - New Committee Chair: Marty M!
 - We are combing out database to see what meetings don't have IGRs
 - Working on a flier that encourages IGR and GSR participation
 - Please make announcements at meeting with no IGRs that they should get an Intergroup Rep
 - Outreach meets every month before the Intergroup meeting at 6PM on Zoom. Our goal is to get 20 new IGRs before the end of the year. Contact outreach@aasfmarin.org with questions
3. Tech Committee - Brian
 - On June 20th, Central Office internet was down and the router was locked

- in a struggle with the ethernet switch. Issue was resolved June 21
- Exploring a new VOIP system and volunteer scheduling for SF Teleservice
- Looking for Airtable (or Wordpress) volunteers. Reach out to tech@asfmarin.org for information.

4. *The Point* - Charlie

- June issue published online
- Call for submissions for next edition of *The Point* by July 22

5. SF Public Relations - Nikki

- SF PR is tabling at a Sunday Streets event on July 30 in the Valencia District
- Also working on an event at the SF Main Library for the unhoused population. Email sfpr@asfmarin.org for details.

Service Committee Liaison Reports

1. Marin Teleservice - Jillian

- Next Volunteer Orientation is at 6:30 pm on Tuesday, 7/25 on Zoom followed by the business meeting at 7:30pm. For more information visit marintelesevice.net

2. Marin Accessibilities - Cathy

- Committee meets the second Monday of each month at 7pm online.
- They are attending District 07 (Alameda North) and District 12 (Sonoma) Accessibility Committees. Survey their respective districts to see how Marin groups could benefit from this combined experience and feedback
- They are reviewing their electronic inventory of items donated to Marin Accessibilities. Included laptops, notebook and Ipad. Items will be wiped before passing on to AA members.
- Question of the month: Who is missing from your group since the COVID shutdown was lifted and is it an accessibility issue?
- Does your meeting space entrance have steps, a threshold or other physical barrier?
- Can the doors be opened by someone in a wheelchair or would they need assistance?

3. San Francisco General Service - Joel

- Open positions for Bridging the Gap committee members
- There are openings for District Committee members for District 6 (details in the District Meeting materials).
- Voted to purchase several radios and a headset to maximize event participation from Spanish speaking districts

4. SF H&I - Nikki

- Next Business Meeting 7/15 at 10am at Mission Fellowship, in San Francisco
- SF H&I is looking for a new Intergroup Liaison for their committee
- They need volunteers to take meetings into facilities which have opened back up
- Area 62 is looking for a regional chair for H&I Norcal

Old Business

- Change the monthly meeting:
 - 1) Quarterly, rather than monthly, Service Committee Liaison Reports;

- 2) Break-out rooms at every monthly meeting;
- 3) Five IGRs per month give a brief description of their home group;
- 4) Raffle every monthly meeting
- Discussion/Questions/Comments:
 - 1) Concern that proposal 4 goes against the Traditions and would like that to be considered when voting
 - 2) Individual asked motion-maker if they were open to amending proposal 3 from five IGRs to IGRs per month give a brief description of their homegroup
 - Amendment to the motion accepted by the motion-maker.
 - 3) Concern that if we moved to quarterly reports, how would the service committees talk about upcoming events and get the word out for committee engagement?
 - 4) Statement that the more we shorten these meetings, the better. Likes the idea of quarterly reports. Doesn't agree with proposal 3 and 4, as it may make the meeting longer.
- Results of Vote (18 votes required for proposal to pass):
 - 1) Quarterly, rather than monthly, Service Committee Liaison Reports
Pass, 21 Votes
 - 2) Break-out rooms at every monthly meeting;
Failed, 25 Votes
 - 3) IGRs share a brief description of their home group each month
Pass, 24 Votes
 - 4) Raffle every monthly meeting
Failed, 23 Votes
- Minority Opinions regarding Proposal 1: Quarterly, rather than monthly, Service Committee Liaison Reports
 - Concern with getting support for the service committees, especially when they are already struggling. Questioned how we would get the word out regarding the needs of the service committees.
 - Question how the service committees are going to inform people 4 times a year
 - Question regarding the logistics of providing quarterly reports and how it might result in information overload.
- 2) A show of hands was called for those whose votes would have changed due to the minority opinion. Two members raised their hands, triggering a re-vote for this motion. Therefore a second vote occurred for Proposal 1.
- Results of Re-Vote for Proposal 1 (18 votes required for proposal to pass):
 - 1) Quarterly, rather than monthly, Service Committee Liaison Reports

17 Votes were cast in favor of switching to the quarterly announcements. It was announced that the quarterly announcements were going to be implemented. Note. There was a mistake made in communicating the effect of the 17 votes. The Intergroup members announcing and communicating the results misconstrued the effect of the 17 votes. The effect of the re-vote was to take the place of the first vote; not vote to undo the previous vote. The default was to continue with monthly announcements, and a vote of at least 18 would have created new policy, implementing the quarterly announcements. With 17 votes cast in favor of the quarterly announcements, the vote failed to pass, but the Intergroup announced that the motion had passed with the re-vote. Therefore the motion failed, as it

did not reach the 18 votes needed.

New Business

- Treasurer appointment: Hedy H.
- Vote on Committee Chair appointments:
- The following Committee Chairs were given an opportunity to introduce themselves, followed by a vote.
 - 1) Communications - Isae W.
 - 2) HelpChat - Colleen S.
 - 3) Outreach - Marty M.
 - 4) Sunshine Club - Tom V.

Committee Chairs approved.

Moment of Silence for Chad F.

Adjourn with the Responsibility Statement



June 26, 2023 Intergroup Board Meeting Minutes

Present: Charlie, Judy, Elena, Jim, Paul, Christina, Andrew, Nikki, Isae

Meeting called to order by Chair at 6:30 PM

- Check-Ins
- Review/Approve Agenda
 - Approved
- Review/Approve March Board Meeting Minutes
 - Approved

Board Reports

- Chair
 - New Treasurer: Hedy H.
 - Reviewed the Key Initiatives from 2022-2023
 - Happy with the work to date
 - A couple of outstanding initiatives include:
 - review the organization chart, explore if we can hire an accountant/bookkeeper, track KPIs, and review policies to ensure they are in line with our bylaws
 - The Board can discuss this further at the Board retreat
 - Officer Elections
 - Chair, Vice Chair, Secretary
 - Chair - Elena R.
 - Vice Chair - remains open
 - Secretary - Nikki T.
- Executive Director
 - Reviewed the 2023 Annual Goals and Objectives
 - A couple of updates include:
 - Intergroup invited to participate in ICYPAA and will be holding a panel workshop
 - Both Founders' Day events were great and we had an awesome turnout
 - The Fellowship Committee will be participating in the Marin Fellowship Committee Dance by providing insurance

- Operations Committee decided to keep our AT&T landline, while our office continues to be at 1821 Sacramento. We need a reliable phone line in case the internet goes down
 - Working on plan to move away from our Airtable contractor by the end of the year
 - Attending the ICOAA special worker retreat in October.
 - Question re: NAATW and funding. Intergroup has budgeted for NAATW and announced it at the Tech Committee meeting.
- Treasurer:
 - **Year to Date as of May 2023**
 - Revenues \$160,000, +\$3,000 over budget
 - Last year at this time we are at \$142,000 (bequests are the reason we are up). Without the recent bequests, we would be running a deficit.
 - Expenses \$134,000, -\$2,500 under budget (excludes cost of goods sold)
 - Surplus +\$8,600, budgeted deficit -\$7,000
 - Unrestricted Cash \$79,000 (down from \$85,000) 2.9 Months (down from 3.1)
 - Grateful Giver = 371 (up 1) donated \$4,743 (up +\$38)
 - Had a loss in May (but was expected)
 - All metrics positive year to date, ***Month of May -\$10,000 cyclical loss ***as expected***

Board Committee Reports

- Executive:
 - Executive Session later.
- Development:
 - Not much to report.
- Finance:
 - The Finance Committee discussed whether Intergroup or the Board should set the new price for AAWS literature. After discussion, the consensus was that this type of decision is within the board's responsibility. Important that we have a level of consistency and threshold for how much we increase literature.
 - Suggestion that Intergroup draft an official policy on bookstore pricing. Right now we sell the Big Book and *Twelve Steps and Twelve Traditions* at cost and the remainder of AAWS literature between a 25-30% mark-up; if that should change we will need to bring it up to Intergroup.
 - The Finance Committee will research and propose new AAWS literature prices to the Board, and will share the results with Intergroup.
- Governance:

- Preparing for the Committee Chair elections at the July Intergroup meeting.
- Committee-member will help lead the new Board orientation this Wednesday.
- Operations:
 - Finalized the Anti-Harassment policy and incorporated edits from the attorney.
 - Updating the Harassment Reporting form (complaint) and Harassment Recording form (investigation).

Board Liaison Reports

- Communications Committee
 - The committee has discussed merging Communications with *The Point* and *The Buzz*, and all present members were unanimously in favor of merging.
 - The committee is working on updating the content and design for the new Intergroup and IGR page on the website and the infographic that shows the connection between Intergroup, the committees, and AA Groups at the local level.
 - Lastly, the Grateful Givers logo design contest is coming to a close and we will be discussing that at our next meeting.

Old Business

- Idea of merging Communications with *The Point* and *The Buzz*
 - The Governance Committee reviewed the bylaws regarding a committee merger and made the suggestion that the committees try it out for a trial period.
 - As stated from previous month's minutes, members of the three committees are in support of merging.
 - Motion to allow *The Point* and *The Buzz* to merge into the Communications Committee for a trial period of 6 months to be voted on in December 2023 by the Intergroup.
 - Seconded and unanimously approved.
 - It was noted that the Communications Committee is an ad-hoc committee of the Board, and in December it can be voted in as an actual Intergroup Committee.
- Revise motion to frame as a "Does Intergroup want to return to in person Intergroup meetings?"
 - Governance Committee reviewed sections 4.14 and 3.8 of the bylaws and interprets them to mean that Intergroup is meant to hold in-person Intergroup meetings:
 - The bylaws state a meeting space provision for the Intergroup meeting (section 3.8)

- Section 4.14 states that teleconferencing for both the board and committees is okay
 - Board discussion regarding in-person Intergroup meetings and that meeting online is an anomaly.
 - Suggestion to include money in the budget for an in-person meeting space for Intergroup.
 - If Intergroup wanted to continue to meet online, a motion would need to be made to change the bylaws. However, an online component to an in-person Intergroup meeting could be an option and wouldn't require a bylaws change.
 - This discussion was tabled.
- Issue re: alcoholicsanonymous.com
 - Tabled.

New Business

- Conflict of Interest statement
 - Governance will review the Conflict of Interest statement before the Board retreat, and ideally by legal counsel.
- IGR conduct
 - This topic is in response to the incident from last Intergroup's what's on your mind and if the Board wants to issue a formal warning for that conduct?
 - Board member stated that an atmosphere of exclusion was created that offended Tradition One. This individual did not adhere to Intergroup's code of conduct.
 - Board decided to reach out to the individual to have an informal discussion regarding their behavior.
 - Board will also review the Code of Conduct at the beginning of the next Intergroup meeting.

Adjourn Meeting

Intercounty Fellowship of AA
Budget vs. Actuals: 2023 Annual Budget - FY23 P&L
January - June, 2023

	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	Jun 2023	Total		
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Budget	Over/Under Budget
Revenue									
Total Bookstore Sales Revenue	\$ 5,824.71	\$ 4,664.29	\$ 5,613.54	\$ 3,904.04	\$ 5,727.36	\$ 5,016.36	\$ 30,750.30	\$ 41,499.96	\$ -10,749.66
Total Fellowship Contributions	\$ 911.49	\$ 50.63	\$ 3,456.00	\$ 72.00	\$ 40.91	\$ 983.00	\$ 5,514.03	\$ 8,499.96	\$ -2,985.93
Total Group Contributions	\$ 22,654.79	\$ 19,600.46	\$ 15,147.61	\$ 13,577.40	\$ 12,401.55	\$ 9,363.69	\$ 92,745.50	\$ 100,000.02	\$ -7,254.52
Total Individual Contributions	\$ 6,921.94	\$ 17,390.60	\$ 11,295.85	\$ 5,399.11	\$ 5,139.69	\$ 6,079.59	\$ 52,226.78	\$ 37,749.96	\$ 14,476.82
Total Revenue	\$ 36,312.93	\$ 41,705.98	\$ 35,513.00	\$ 22,952.53	\$ 23,309.51	\$ 21,442.64	\$ 181,236.59	\$ 187,749.90	\$ -6,513.31
Total Cost of Goods Sold	\$ 2,970.88	\$ 3,396.82	\$ 4,382.87	\$ 3,188.78	\$ 4,441.48	\$ 4,013.87	\$ 22,394.70	\$ 32,362.50	\$ -9,967.80
Gross Profit	\$ 33,342.05	\$ 38,309.16	\$ 31,130.13	\$ 19,763.75	\$ 18,868.03	\$ 17,428.77	\$ 158,841.89	\$ 155,387.40	\$ 3,454.49
Expenditures									
Total 06 Employee Expenses	\$ 18,424.00	\$ 18,261.53	\$ 18,230.76	\$ 18,606.61	\$ 21,404.61	\$ 19,197.47	\$ 114,124.98	\$ 112,078.26	\$ 2,046.72
Total Intergroup Committees	\$ 154.44	\$ 354.67	\$ 135.93	\$ 1,722.23	\$ 304.00	\$ 1,610.62	\$ 4,281.89	\$ 5,418.12	\$ -1,136.23
Total 08 Operational Expenses	\$ 6,427.16	\$ 6,297.81	\$ 7,209.30	\$ 6,652.62	\$ 6,124.35	\$ 7,695.96	\$ 40,407.20	\$ 39,654.78	\$ 752.42
Total 09 General Administrative Expenses	\$ 281.00	\$ 1,200.43	\$ 0.00	\$ 1,566.25	\$ 967.50	\$ 0.00	\$ 4,015.18	\$ 7,025.94	\$ -3,010.76
Total Expenditures	\$ 25,286.60	\$ 26,114.44	\$ 25,575.99	\$ 28,547.71	\$ 28,800.46	\$ 28,504.05	\$ 162,829.25	\$ 164,177.10	\$ -1,347.85
Net Operating Revenue	\$ 8,055.45	\$ 12,194.72	\$ 5,554.14	\$ -8,783.96	\$ -9,932.43	\$ -11,075.28	\$ -3,987.36	\$ -8,789.70	\$ 4,802.34
Total Other Revenue	\$ 870.24	\$ 168.66	\$ 170.65	\$ 119.98	\$ 170.65	\$ 69.99	\$ 1,570.17	\$ 499.98	\$ 1,070.19
Total Other Expenditures	\$ 6.92		\$ 3.95	\$ 0.33	\$ 0.61	\$ 0.53	\$ 12.34	\$ 0.00	\$ 12.34
Net Revenue	\$ 8,918.77	\$ 12,363.38	\$ 5,720.84	\$ -8,664.31	\$ -9,762.39	\$ -11,005.82	\$ -2,429.53	\$ -8,289.72	\$ 5,860.19

Thursday, Jul 20, 2023 10:35:30 AM GMT-7 - Accrual Basis

INTERCOUNTY FELLOWSHIP OF AA
BALANCE SHEET
as of June 30, 2023

	30-Jun-23	31-May-23	\$ Change	30-Jun-22	\$ Change
ASSETS					
Current Assets					
Cash					
Unrestricted Cash	\$69,166	\$78,711	(\$9,545)	\$59,305	\$9,862
Restricted Cash (Prudent Reserve)	\$162,098	\$162,096	\$2	\$157,934	\$4,164
Total Cash	\$231,264	\$240,807	(\$9,543)	\$217,239	\$14,025
Accounts Receivable	\$0	\$0	\$0	\$0	\$0
Inventory - Bookstore	\$19,213	\$21,580	(\$2,367)	\$13,727	\$5,486
Total Current Assets	\$250,477	\$262,387	(\$11,910)	\$230,966	\$19,511
Fixed Assets	\$0	\$0	\$0	\$0	\$0
Deposits	\$6,698	\$6,698	\$0	\$6,698	\$0
TOTAL ASSETS	\$257,175	\$269,085	(\$11,910)	\$237,663	\$19,511
LIABILITIES & NET ASSETS					
Liabilities					
Accounts Payable	(\$69)	(\$69)	\$0	(\$69)	\$0
Payroll Liabilities	\$5,344	\$6,199	(\$854)	\$3,227	\$2,118
Sales Tax Payable	\$365	\$415	(\$50)	\$352	\$12
Advanced Sales	\$0	\$0	\$0	\$0	\$0
Total Liabilities	\$5,640	\$6,544	(\$904)	\$3,510	\$2,130
Net Assets					
Net Assets, Beginning of Year	\$253,964	\$253,964	\$0	\$241,155	\$12,809
Net Surplus/(Deficit), YTD	(\$2,430)	\$8,576	(\$11,006)	(\$7,002)	\$4,572
Total Net Assets	\$251,535	\$262,541	(\$11,006)	\$234,153	\$17,381
TOTAL LIABILITIES & NET ASSETS	\$257,175	\$269,085	(\$11,910)	\$237,663	\$19,511



Recording Secretary Role and Responsibilities

Overview:

The recording secretary is responsible for recording and editing meeting minutes at the monthly business meeting which falls on the first Wednesday of the month. Also, the secretary will be asked to take minutes at any special/emergency meetings called for during their term. The secretary is elected to the position by Intergroup and serves a 1 year term, and is eligible to remain in the position for a second term.

The ongoing duties of the Recording Secretary are:

1. Monthly Intergroup meeting (first Wednesday of the month)
 - a. The recording secretary is responsible for taking notes during the monthly meeting.
 - b. By the following Monday, prepare minutes of the meeting from recorded notes and distribute them for approval by the board.
 - c. Once approved, meeting minutes are to be placed in the "Intergroup Minutes" folder for distribution to IGRs and in the Intergroup monthly business meeting "packet of info."

Jessie H, Secretary, 2022-2023

Flip C, Past Secretary, 2021 - 2022

Alexandra S, Past Secretary, 2020-2021

Drew H, Past Secretary, 2019-2020

Alix F, Past Secretary, 2018-2019